



**CITY OF COLONIAL HEIGHTS, VIRGINIA
MEETING OF THE PLANNING COMMISSION
Tuesday, April 7, 2015**

AGENDA

- I. Call to Order: 7:00 p.m.**
- II. Roll Call**
- III. Determination of Quorum**
- IV. Approval of Minutes for March 3, 2015 meeting**
- V. Approval of Agenda**
- VI. Hearing of Citizens Generally**
- VII. Public Hearings**
- VIII. Plans of Development - Site Plan /Subdivision**
- IX. Old Business**
 - A. Capital Improvement Program (CIP) Discussion**
 - B. Adoption of Resolution 15-1 (PC)**
- X. New Business**
 - Reports**
 - 1. Chairman**
 - 2. Interim Director of Planning and Community Development – Dr. Davis
Presentation – “How Can We Meet the Needs and Enhance Our City for the
Future”**
 - 3. City Engineer or Designee – Mr. Henley**
 - 4. Others, as necessary or appropriate**
 - a. City Manager – Mr. Mattis**
 - b. City Attorney – Mr. Fisher**
- XI. Adjournment**



CITY OF COLONIAL HEIGHTS, VIRGINIA
MINUTES OF THE REGULAR MEETING
OF THE PLANNING COMMISSION
TUESDAY, MARCH 3, 2015

I. Call to Order

Chairman Townes called the meeting to order at 7:00 p.m.

II. Roll Call

Present:

Mr. Green

Mrs. Hamilton

Mr. Hartson

Mr. Kohan

Mr. Kollman

Mrs. Schiff

Mr. Townes

Absent: None

Also Present:

Mr. Mattis

Mr. Fisher

Dr. Davis

Mr. Copple

III. Determination of Quorum

A quorum was determined.

IV. Approval of Minutes of for February 3, 2015 meeting

A motion was made by Mr. Green, seconded by Mr. Kohan, to approve the minutes as presented. All Planning Commissioners were in favor.

V. Approval of Agenda

A motion was made by Mr. Green, seconded by Mrs. Schiff to adopt the agenda as presented with all Planning Commissioners being in favor.

VI. Hearing of Citizens Generally

None

VII. Public Hearings

None

VIII. Plans of Development – Site Plan/Subdivision

IX. Old Business

None

X. New Business/Reports

A. City Manager's Presentation of the Capital Improvement Program (CIP) Reports.

Mr. Mattis stated that the CIP would be going to Council next week and tonight's purpose is simply a presentation. He stated that he would talk about it briefly and ask that the Planning Commission study it and come back next month for a vote. The format is pretty much the same as previous years and is an update from last year's plan that administration tries to make an evolving document.

Mr. Mattis said the first few pages are projects that have been completed and that the document also serves as a document for the public to reference to see what projects have been identified for the future. In June 2015, we will have completed and finalized \$12 million worth of infrastructure projects with most of the projects being street projects.

Mr. Mattis further stated that the next section is labeled active or funded. This funding has been approved and will be completed next year. This section is what Council has agreed to fund.

Mr. Mattis continued on to say that on the next page what he thinks is key for the planning part is where we discuss unfunded projects. This is where administration and staff start to list projects that we know need to be done but this is where we are also looking for input from Planning Commission and City Council as well. Mr. Mattis continued to say that every project is a good project and that the challenge is we run out of money before the projects are up. The rankings are staff opinions and we feel it is a pretty good list, but if you know of an area that needs some infrastructure work to let us know. Hamilton Avenue has now dropped down to #1 street project for the next round of available funding. Mr. Mattis said that it started out as a project to make big improvements along with Highland Avenue but that predated the Kroger Project. Council agreed to create a placeholder for these funds at this time for the Hamilton Avenue improvement project but wanted to take a step back and watch the Kroger project develop. The best play is to see how things break out and that will tell us how best to invest the money.

Mr. Mattis explained the next group is the park projects. Obviously we need to upgrade those and we feel pretty strongly there is deficiency in the restrooms at White Bank Park. They are not ADA compliant. Mr. Mattis stated the next group in what he has listed as “Other” in the General Fund. There is a Radio System upgrade which is a big issue council has to deal with and is a huge capital investment that needs to be in the plan. The storm water improvement projects are segregated. Hopefully we will generate more funds from storm water fees than we generate now to fund some of these projects. We deal with any project that we think is a health and safety concern separate.

Mr. Mattis said to recap; we have \$76 million worth of projects in the CIP. We have \$28 million in current active projects. In unfunded projects which are streets & parks projects, there is \$8 million which seems a little more manageable. There is \$2 million in storm water with the one tower project that we are talking about with Appomattox River Water Authority (ARWA).

The plan will be presented to Council on March 10th and will discuss it at the work session on March 17th. The Planning Commission will come back here on April 7th and will get a vote from the Planning Commission at that time. The public hearing is scheduled on April 14th and by that time we will have a clear understanding by Council and the Planning Commission on the Plan. There is another budget work session where council could discuss more on April 21st but we do not anticipate this to occur. We will ask them to adopt the resolution on April 28th. Mr. Mattis continued to say that this is a plan and the program includes a lot of money but does not involve any appropriations. It is a way for us to make sure staff, Council, Planning Commission and the public are all on the same page from a capital standpoint. The Planning Commission can submit emails to the City Manager.

Mr. Townes’ only request is to go through the plan and write down comments in a single email to the City Manager.

Mr. Green asked if the Temple Avenue right turn lane project was the one that was under construction now.

Mr. Mattis confirmed it was.

Mr. Townes stated that this (Temple Avenue project) is written in mind with it being adopted in June and the project will be completed in June.

Mr. Mattis also said staff was a little unsure if it was going to be completed by then.

Mr. Green asked about Violet Bank Museum not being on the list.

Mr. Mattis replied that the rest of Council didn’t think it was a priority.

Dr. Davis commented that it would go nicely with the second neighborhood historic district and will be in the center to draw people to that area of the community.

Mr. Mattis said that Council was approached with a work plan for both Shepherd Stadium and Violet Bank to set aside \$50,000 for a five (5) year period. We presented a plan to start with restrooms at Violet Bank since it does not have ADA accessible restrooms which hold it back from any kind of gathering spot. We had an idea of an out building by accomplishing the ADA restrooms. Shepherd Stadium's plan was a scoreboard, PA system and dugouts. The consensus from Council was to go forward with Shepherd Stadium and not Violet Bank.

Mr. Kohan asked if the projects listed under external funding like the athletic fields, had any success in the past from getting external funding.

Mr. Mattis replied he would like to see the school more involved. The duty always falls on the City to take care of everything.

Mr. Kohan asked if the money the schools receive comes from the City.

Mr. Mattis replied that it does but they have the ability to ask Council to raise taxes. Councilman Green stated he has some strong opinions about this but there needs to be more of a consensus in what we want to do and an agreement from the community to push that forward. There are a couple streets projects that were not high priority but we received VDOT funding so it moved up on the list. Mr. Mattis said that would go for any of the projects on the list.

Mr. Green said he did a school survey on what kind of athletics is needed. We would have to put our numbers out there and there seems to be a pride factor; however, there are organizations out there that if you let them put their name on it and give them access then they would donate. Mr. Green went on to comment on the foundation organization and they said to write the letters and they would take the money. We need a team or group to tap those resources by writing the grants.

Mr. Kohan commented that there is a NBA player building a basketball facility in Petersburg.

Mr. Mattis said that the school district is in the same boat. If we have \$5 million to spend that they would have other priorities.

1. **Chairman**
None
2. **Interim Director of Planning and Community Development – Dr. Davis**
None

3. City Engineer or Designee – Assistant Director of Public Works – Mr. Copple

Mr. Copple briefed the Planning Commission on capital projects. The Bruce Avenue bids will be open on March 21st. Mr. Copple had a pre-kick off meeting with the design build team that was selected by VDOT for the Temple Avenue roundabout project. The team awarded a notice to proceed with American Infrastructure. American Infrastructure has teamed up with Brinker Design. Their lump sum bid was a little over \$13 million. The project has a deadline of November 2017 to be completed. Their initial schedule is to not see any work until March with barrels and traffic conversion. They have met with Kroger three times in working with coordination efforts with the frontage of Temple Avenue. Mr. Copple let the commission know that he has enjoyed working with the Commission the past four and a half years and is moving on to the City of Richmond.

Mr. Townes said it has been refreshing to work with an engineering department that has an attitude of how can we work with you rather than telling you what to do. Mr. Copple is to be commended.

4. Others, as necessary or appropriate

a. City Manager – Mr. Mattis

Mr. Mattis added that the Kroger project continues to move their planning along and is on the cusp of getting the project underway. We are waiting on the final answer on the litigation. We anticipate that to continue on schedule as we discussed previously.

Mr. Mattis continued to say that the Aldi grocery store will be opening in mid-April with Steak-N-Shake as well. The Kmart store is closing and staff has been in conversation with the property owner and can share that there are really good projects in the works but we do not want to talk about it until it is final. Mr. Mattis said it will end up being an upgrade.

b. City Attorney – Mr. Fisher

None

XI. Adjournment.

Chairman Townes adjourned the meeting at 7:39 p.m. with all being in favor.

C. Scott Davis, LP.D
Secretary

Charles E. Townes
Chairman

RESOLUTION NO. 15-1 (PC)

To recommend that the City Council approve the proposed 2015 Five-Year Capital Improvement Program for Capital Projects.

WHEREAS, the City of Colonial Heights Planning Commission has reviewed a draft of a proposed 2015 Five-Year Capital Improvement Program for Capital Projects, a copy of which is attached hereto: and,

WHEREAS, after carefully considering the provisions of the Capital Improvement Program for Capital Projects and commenting thereon, the Planning Commission supports the projects identified in the Program, as well as their costs and means of financing;

NOW THEREFOR, BE IT RESOLVED BY THE CITY OF COLONIAL HEIGHTS PLANNING COMMISSION:

That the Planning Commission supports the proposed 2015 Five-Year Capital Improvement Program for Capital Projects, and it recommends that the City Manager submit such Program to the City Council and that the Council approve the Program.

Approved this 7th day of April 2015.

APPROVED:

Chairman

ATTEST:

Secretary